

Venture Capital Students Association (VCSA) Constitution

2022-2023

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Purpose (1)

The VCSA aims to educate, challenge, and use the skills learned from the club for students interested in Venture Capital by:

1. Providing Venture Capital case studies that investigate factors Venture Capital firms use to determine the scalability and profitability of a given opportunity: Entrepreneur's ideas and start-ups
2. Providing coursework (i.e. Coursera, Udemy, MasterClass) in exchange for certificates that can be utilized in future job applications (i.e. Resume)
3. Combining work done in case studies and coursework to create a skilled and resolute team that will determine at the end of the Winter term, a start-up company that the VCSA will invest in, creating real-life effects (like Wall Street)

Policies (2)

Voting (2.1)

There will be 9 voting members following a democratic system of voting; *voting members (2.2)* will improve upon the VCSA, while also accounting for the interest of the diverse views of other people's views.

Voting Members (2.2)

The following positions of the VCSA will have voting rights:

- Executive Council – voted in by every role under the Voting Members section
 - President
 - V.P. Finance/Treasurer
 - V.P. Executive (Operational)
 - V.P. Marketing & Events
 - V.P External (cultivate connections and opportunities)
- Voting Members – given through invitation or interview from at least two members of the Executive Council (Resume required)
 - V.P Human Resources
 - Director of Human Resources
 - Director of Sponsorships & Funding
 - Director of Corporate Relations
 - Director of Events
 - Director of Social Media
 - Director of Academic Relations
 - Director of Team Management
 - Director of Financial Planning

General Members (2.3)

Everyone is included in this club though there are differences from the *Voting Members (2.2)*:

- Everyone within this category can choose whatever they wish to do in either helping or enjoying the clubs' events, activities, etc.

- No title
- Cannot vote-in new Executive Council

Students' Union (SU) Clauses (2.4)

Accountability Clause (2.4 A)

The Venture Capital Students Association (VCSA) is required/will abide by all present and future SU and U of L Bylaws and Policies unless otherwise applied and approved by the General Assembly (GA). In any case that any Bylaws or Policies made by the SU or U of L are contravened without GA authorization, the VCSA may face de-ratification.

Retirement Clause (2.4 B)

In the case that the VCSA is caused to be inactive for 3 consecutive years, the VCSA will be dissolved, and funds currently controlled by the club will be given to the ULSU to be dissolved according to **Finance (5)** to ensure all concerned parties received their money

Executive Positions & Term of Office (3)

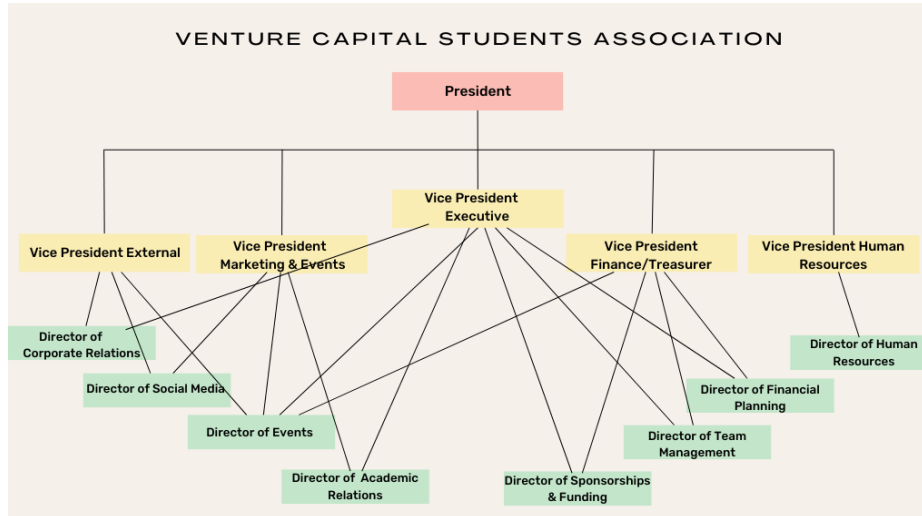
Executive Positions (3.1)

The following positions are the Executive Positions of VCSA and contain a summary of each roles' duties; they are formatted as per the VCSA Hierarchy (shown in figure 3.2):

- President* – Develop a vision for the VCSA and pursue the vision by communicating with the V.P group and implementing it through them; Additionally, the President will oversee all VP's and schedule meetings to review/revise VCSA goals
 - V.P. Finance/Treasurer* – Controls financial side of the VCSA to manage funds and financial planning
 - V.P. Internal – Ensures all operations within the VCSA are running correctly and making changes as needed
 - V.P. Marketing & Events – Organize events and create marketing schemes for the social media presence of the VCSA
 - V.P External - Cultivate connections, opportunities, and attend events hosted or co-hosted by the VCSA as a representative of the VCSA

*The positions marked by this are the individuals with **Account Signing Authority**

Figure 3.2



Term of Office/Elections (3.3)

Regular Terms (3.3 A)

The VCSA must apply for re-ratification between May 1st and August 28th as the VCSA requires re-ratification to be achieved to ensure smooth transition for a new Club Executive. Executive Elections will take place between March 25th and April 8th, the voting date and time(s) for Executives of the VCSA will be determined by March 11th. **Contact information of the new Executive must be submitted to the ULSU VP Student Affairs no later than April 30th**

In The Case of a President Departing Mid-Term (3.3 B)

In the rare case of a VCSA President departing/resigning at any point in their serving term a new president will be required to be elected (refer to 3.4 B) from the existing Vice Presidents

Voting Procedures/Meetings (3.4)

Voting Procedures (3.4 A)

Voting will be done through secret ballot with all Vice Presidents & Directors; a result of a tie will be overridden by a best-of-3 coin toss

Voting Procedures Concerning 3.3B (3.4 B)

In the event of an instance such as 3.4B occurring, there shall be a closed-door election among all the Executive Council (Executive Positions) where all those in favor must raise their hands for the Executive they wish to be promoted in replacement of the resigned President for the remainder of the term & update the Students' Unions of having done so

Meetings (3.4 C)

General meetings among Executives will be coordinated to be performed 2 times a month, although if there are unforeseen factors, a meeting will be placed at least once a month.

Communication & Volunteer Hours (4)

Communication (4.1)

Communication between the President & Vice Presidents (Executive Team) (4.1A)

Communication between the President & Vice Presidents is required to be streamlined for a decreased chance of misunderstanding; form of communication must be determined for the remainder of the year at the first Executive meeting after re-ratification; however, this is excluded for the Winter Term of 2023 as it is the term of initial ratification of the VCSA.

Communication with the President & Vice Presidents with Students and Members (4.1B)

The President and all Vice Presidents are encouraged to respond to student and member emails within a respectable amount of time (ex. 1-3 days). If the V.P. or President in question is under extenuating circumstances the sender can communicate with another V.P. within the VCSA and the topic will be handled within a timely manner.

Volunteer Hours (4.2)

The President, Vice Presidents, and students will have the opportunity to gain volunteer experience hours from the VCSA by assisting in events and operations that benefit the VCSA

Finance (5)

Procedures (5.1)

When managing money with BMO, in any case, the VCSA must abide by the following:

1. Both individuals with the positions containing Signing Authority must be present and in-person when money is withdrawn
2. Money may only be withdrawn in relation to the operations of the Venture Capital Students Association (VCSA)

Marketing (6)

Social media (6.1)

Social Media posts must be made on every account for every event and announcement to promote the club and have outreach with the student body of the U of L and the SU

Amendments & Accountability (7)

Amendments (7.1)

Any amendments of the constitution must be approved by a majority of the executive council and 50% plus one of "voting members" present at the time of the meeting, in accordance with Students' Union policy, all amendments will be submitted to the VP Student Affairs

Accountability (7.2)

The VCSA will act in accordance with the Constitution, Bylaws and Policies of the ULSU and the U of L and always comply with the Alberta Human Rights Act.

Club Email & Website (8)

The Venture Capital Students Association (VCSA) email is VCSA@uleth.ca